

MEETING MINUTES

MILPITAS CITY COUNCIL RULES SUBCOMMITTEE

Minutes of:	City Council Rules Subcommittee
Date:	Friday, August 9, 2019
Time:	3:00 PM
Location:	Milpitas City Hall, Committee Room 455 E. Calaveras Blvd., Milpitas, CA

1. Call to order and Roll Call: Meeting was called to order by Mayor Tran at 3:02 PM. Mayor and Vice Mayor Dominguez were present along with City Attorney Chris Diaz, Assistant City Manager Ashwini Kantak, Interim City Manager Steve McHarris and City Clerk Mary Lavelle
2. Approve Meeting Minutes – Minutes of June 7, 2019 meeting were approved.
3. Public Forum - none
4. Review of Regular City Council meeting agendas
 - Assistant City Manager reviewed all items listed on the draft agenda for August 20, 2019 City Council agenda prepared by the City Clerk. Staff responded to a few questions regarding topics. Ms. Kantak said staff would add one item: approve travel for Councilmembers and City Manager to attend SVO conference in September.
 - Mayor and Vice Mayor agreed the August 20 draft agenda looked fine.
 - The Subcommittee viewed the list of anticipated agenda reports for the September 3, 2019 City Council meeting prepared by the City Clerk.
 - No City Council Agenda Request Forms had been received to review.

City Attorney Chris Diaz noted that several agenda items would be coming forward in September from the Council Subcommittee on Housing.

Mayor Tran said that following the summer break period in July, he wished to welcome everyone back in August by having a short reception with snacks and drinks, before the business portion of the meeting began. Staff could assist him with hosting.

Members discussed start time for the next Rules meeting and those in the future. Vice Mayor Dominguez asked Mayor and staff if they would leave open, or flexible, the start time for each meeting, due to changes in her work schedule. Mayor agreed.

5. Adjourn: Mayor Tran adjourned the meeting at 3:30 PM. The next Rules meeting would be scheduled on Friday, August 23, 2019 at 12:00 PM.

*Minutes prepared by
Mary Lavelle, City Clerk*